



POST*Scripts*

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Training Reimbursement Suspended

On January 24, 2003, POST Bulletin 03-02 was sent to all chiefs, sheriffs, and training presenters to announce the suspension of travel, per diem, tuition, and backfill reimbursement, effective March 1, 2003 for POST-certified courses.

Presently, there is a projected \$5 to \$8 million shortfall for the current year, due to the transfer of \$5 million in FY 2001/02 from POST's reserve fund and a projected decline in revenues. Additionally, POST staff estimates that more than \$7 million in reimbursement funds must be encumbered for Training Reimbursement Requests (TRRs) that are being processed or that will be submitted for completed training. These pending TRRs, plus the reimbursement paid out to date (\$9 million as of December 31) and the projected budget shortfall, leaves POST very close to a zero reimbursement budget balance. Yet, POST must end this fiscal year (FY 2002/03) without a deficit.

Regarding the FY 2003/04 budget year, most departments within state government are slated for major reductions to deal with the well-publicized \$34.8 billion projected budget shortfall. If the Governor's proposed budget is approved as drafted, POST will lose 7.1 personnel and

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Training Reimbursement... *continued*

the associated \$505,000 in salary and benefit costs for those positions. Additionally, the proposed budget calls for a reduction of \$28,392,000 from the Peace Officers Training Fund. These actions would leave POST with a FY 2003/04 allocation of \$27.5 million (a 55% reduction from the prior year). If the reimbursement funds are eliminated, all course reimbursement will be suspended indefinitely, effective July 1, 2003. Thereafter all reimbursable courses will be administered under POST Plan N/A (i.e., the course is POST-certified, but no reimbursement is provided).

POST will continually assess its revenues and expenditures as the fiscal year end approaches, in an attempt to ensure maximum support to the field. Updates to the budget crisis will be posted on the POST website as additional information becomes available.

For more information

www.post.ca.gov/impact.asp
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CEI Processing Stops

In light of the current fiscal crisis with the State of California budget and uncertainty as to the actual impact on POST operations, POST has placed a moratorium on processing the Course Evaluation Instrument (CEI) forms. This means that the requirement to submit CEI's has stopped.

This step has become necessary because POST has lost key support personnel and is unable to fill its authorized positions due to the state hiring freeze. However, POST will continue to audit ongoing classes throughout the state and is working on an Internet-based process for submitting course evaluations.

We regret this program change and any inconveniences that may be required for the short term. POST will continue to review its programs, evaluate its resources and realign its remaining personnel to manage mandated programs and services wherever possible.

For more information

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Court Grants Jurisdiction Change

POST is engaged in a lawsuit submitted by the Los Angeles Times Communications LLC to obtain the release of peace officer personal information from the Notice of Appointment/Termination form. The case was heard in Los Angeles County in October 2002. POST was represented by the Attorney General's office and was joined by the Los Angeles Police Protective League.

Judge Dzintra I. Janavs denied POST's change of jurisdiction request to move the case to Sacramento where the records reside, and granted the petition for disclosure of the

peace officer's name, employing department name, appointment date and type (i.e., new, lateral), peace officer status, and date the officer left the department. However, the request for the officer's birth date and termination reason was denied.

POST appealed the judge's ruling on the change of jurisdiction request and release of personal information. The Los Angeles Superior Court stayed compliance with the order to allow the Second Appellate District Court of Appeals to review the case. The district court later ruled that the change of jurisdiction request should have been granted, vacated the Los Angeles Court ruling because the records are located in Sacramento, and ordered the case transferred to Sacramento Superior Court. This means that if the case is heard again, it will be heard in Sacramento by a different judge.

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Awards Prove CPTN Value

Recognizing that validation of the value and production quality of POST video projects is an important step in the training development process, POST enters its telecourses and videos in various professional competitions. Listed below are a few of the award groups that have recognized POST accomplishments in the law enforcement video training field.

The *Telly Awards* were founded in 1980 to recognize outstanding film, video, and non-network television programming. In a recent competition, a Bronze Telly Award was awarded for the public service announcement *The Badge*, and these POST telecourses: *Elder/Dependent Adult Abuse 2001*, *Late Life Domestic Violence*, *Maintaining Your Edge: Perishable Skills Training*, and *The Ethical Edge*.

The *Videographer Awards 2002* competition received 2,468 entries from throughout the United States and several foreign countries. POST received Awards of Excellence for *Dispatcher II: Meeting the Ethical Challenge*, *Gangs 2001*, and *Stalking 2001* telecourses. Awards of Distinction were presented for *Aviation Security 2001* and *The Ethical Edge* telecourses. An Honorable Mention was awarded for the *Late Life: Domestic Violence* and *Cyber Crime: First Responders and the High-Tech World* telecourses.

The *2002 Aurora Awards* recognize those in the video and film industries who creatively captivate an audience through contemporary images and ideas, while breaking past barriers of race and stereotypes. Platinum Best of Show Awards were awarded for the *Stalking 2001* and *Gangs 2001* telecourses, while the *Aviation Security*, *Elder/Dependent Adult Abuse*, and *Kids in Peril: Missing Children Cases 2002* telecourses won a Gold Award.

For more information

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Quality CPTN Training Produced

Listed below are some of the most recent projects that demonstrate the quality and relevancy of topics covered in the telecourses and videos produced by the California POST Television Network.

Dispatcher Recruitment and Retention 2002 is a video package that includes a telecourse designed to help recruiters attract new dispatcher candidates, a short informational video that targets candidates and depicts the role of the public safety dispatcher and the many dimensions of the job. Two public service announcements designed to attract dispatcher applicants are available to agencies for submission to television and cable stations throughout the state.

Achieving Training Excellence, an instructor development telecourse, demonstrates state-of-the-art training course design and delivery methods. It also familiarizes viewers with POST resources for learning about training opportunities or conducting research.

Intelligence Process 2002, co-produced with the Arizona POST Board, stresses the California line officer's role in gathering information with potential anti-terrorism value, including a highlight of the California Anti-Terrorism Information Center.

The Qualities of a Good FTO addresses the principles of one-on-one training, translating the Field Training Officer's (FTO) experience into valuable lessons, gaining the trust and participation of the trainee, and developing the trainee's confidence and skills. A unique feature is the use of new digital technology to bring the audience into the front seat of a patrol car, which serves as the classroom for a FTO and a trainee during a single shift.

Kids in Peril assists law enforcement with the investigation of crimes related to children through a three-part series.

- *Kids in Peril: Missing Children Cases 2002* covers the key elements of handling missing children cases, including caring for victims and their families, protecting the health and welfare of children, and maintaining professional behavior throughout the investigation.
- *Kids in Peril: Exploitation, Abuse, and Death 2003* covers key topics such as physical abuse, sexual abuse, domestic violence involving children, and teen suicide.
- *Kids in Peril: Protecting Children Online 2003* will be completed in May 2003 and is scheduled for release in early Summer 2003.

2003 Legal Update includes an update on the statewide Amber Alert system.

For more information

www.post.ca.gov/training/cptn

CPTN Transitions to DVD

The Commission has approved the transition of the California POST Television Network (CPTN) broadcast satellite video programs to a DVD-based delivery system beginning July 1, 2003. Although the CPTN has proven to be successful in distributing telecourse training to more than 500 sites statewide on a monthly basis, the network's original analog satellite equipment is no longer reliable for downlinking video feeds. The high cost to upgrade the existing ten-year old system to a small-dish, digital satellite system poses a fiscal impossibility at this time.

The new DVD format presents a host of advantages over analog satellite broadcasts, including superior quality video and audio, interactivity and instant access to segments, ease of use with playback on TV or DVD-equipped computer, and durability. Conversion of programs to a DVD platform after July 1, 2003, will be achieved with existing network funding.

Agencies wishing to continue participation in the CPTN program should purchase DVD playback equipment for their training sites by July 2003. Due to the low cost of DVD playback equipment (less than \$100 per unit), reimbursement for the purchase, installation, and maintenance of DVD playback equipment will not be available.

For more information

www.post.ca.gov/bulletin/bulletins.asp

CPTN Broadcast Dates

Date	Topic
April 03, 2003–10:00a	Case Law Today
April 10, 2003–10:00a	Case Law Today
April 17, 2003–10:00a	Recognizing, Reporting and Preventing Terrorism 2003
April 24, 2003–10:00a	Recognizing, Reporting and Preventing Terrorism 2003

www.post.ca.gov/cptn

Course Development Guide Published

POST certifies hundreds of courses annually; these courses are developed and offered by more than 800 presenters statewide. Experience has shown that presenters vary widely in course development expertise and presentations. A new *Course Development Guidelines* publication approved by the POST Commission has just been distributed. These POST-approved guidelines are a significant step in establishing a standard for course development and are in alignment with POST Strategic Plan Objective B.4 ("establish and publish standardized course development guidelines by January 2003").

For more information

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Anti-Terrorism Training

Expands

IMAGES:

A recent two-day Force Protection Operations class included hands-on instruction in using personal protective equipment in support of a mass-casualty or mass-decontamination operation.

► Since the tragic events of September 11, 2001, POST has worked aggressively to address a broad range of training needs associated with law enforcement's response to a terrorist attack. POST is now embarking on a second phase that concentrates on training related to patrol-level interdiction strategies, mobile field force operations, agency Terrorism Liaison Officer issues, and homeland security public safety support.

A variety of new training programs is now available at strategic locations to address critical knowledge and skill training areas and satisfy previously unmet training needs.

POST's statewide terrorism training delivery strategy began with a comprehensive training needs assessment process, followed by the formation of active training delivery partnerships involving the California Department of Justice Advanced Training Center, the Governor's Office of Emergency Services, and the California Specialized Training Institute (CSTI). The partnerships also included members of the National Domestic Preparedness Consortium such as Louisiana State University's Academy of Counter-Terrorist Education, the National Emergency Response and Rescue Training Center at Texas A&M University, and a host of individual state and local law enforcement agencies within California.

Initial efforts concentrated on the development of an instructor cadre capable of delivering training related to terrorism awareness and response to a weapons of mass destruction incident. POST has provided approximately 300 instructors with comprehensive packets of instructional materials and extensive supporting resources. This has led to the direct delivery of in-house training and has prompted the adaptation of generic curricula to meet specific local needs.

A variety of new training programs is now available at strategic locations to address critical knowledge and skill training areas and satisfy previously unmet training needs:

Force Protection Operations is a two-day, hands-on course that is intended to provide mobile field force personnel or other designated individuals with the ability to use personal protective equipment (PPE) in support of a mass-casualty or mass-decontamination operation.

Terrorism Liaison Officer (TLO) is presented in cooperation with CSTI as a three-day course designed to equip designated individuals to function as the point-of-contact for their agency with respect to terrorism and homeland security.

Terrorism Interdiction and Response (Training-for-Trainers) is a three-day program designed to equip local agency trainers with the knowledge and instructional resources to provide training related to:

- Defining terrorism, including current individuals, organizations, and their capabilities
- An overview of conventional, chemical, biological, radiological, and nuclear threats
- Threat and hazard recognition, with an emphasis on the ability to determine local vulnerabilities and basic intelligence gathering
- Understanding the structure and function of an incident command system

For more information

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Personal History Form Revised

At the January 2003 Commission meeting, updated versions of the *Peace Officer Background Investigation Manual, Guidelines for the Investigator* and the POST 2-251, Personal History Statement (PHS), form were approved. The PHS is available on the POST website at www.post.ca.gov/bulletin.forms.asp. The companion *Peace Officer Background Investigation Manual, Guidelines for the Investigator* will be available in late April.

For more information

PHS form

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Manual or PHS form content

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Vision Screening Guide Updated

Updates to the Vision Guidelines contained in the *Medical Screening Manual for California Law Enforcement* are now available on the POST website at www.post.ca.gov. The guide covers these vision correction procedures: 1) Radial Keratotomy (RK), 2) Photorefractive Keratectomy (PRK), and 3) Laser-assisted *In Situ* Keratomileusis (LASIK). The RK guidelines replace the current manual guidelines on this surgical procedure. The sections covering PRK and LASIK are new. The updates will be integrated into the manual that will be available online and in hard copy format.

For more information

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PC 832 Test Delivery Localized

For nearly a decade, POST has provided printed copies of POST-developed certification exams to course presenters for use in their POST-certified PC 832 courses. In January, POST adopted a process that allows local presenters to receive the tests from POST via the Internet, and print and then later destroy their own test booklets. This change in the delivery system will save POST substantial funds during the current fiscal year and aligns PC 832 presenters with Basic Course presenters who have received the tests electronically and printed their own booklets since the 1990s.

For more information

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PC 832 Course Update Begins

It has been more than nine years since the PC 832 Arrest and Firearms Course curricula was updated. A project to convert the PC 832 performance objectives into training specification language that appears in the Regular Basic Course will also update the course

curriculum and include the development of a student workbook to support the course. The project is expected to take about a year to complete, and the new curriculum will take effect in late 2003.

For more information

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Command College Class Graduates

Command College Class 33 graduated in November 2002, to join more than 670 law enforcement leaders who have completed the program since its 1984 inception. Bureau Chief Jack Garner, speaking on behalf of the Commission and the Executive Director, congratulated the graduates and thanked them for their hard work and significant contribution to the law enforcement community through the completion of the independent study projects. Command College Mentor and Chief of Police Bob Harrison, Vacaville Police Department, was the keynote speaker. The class selected Deputy Chief Rick Braziel, Sacramento Police Department, as the class speaker to discuss the Command College experience and its impact on individual class members.

The Command College Alumni Association presented the Hank C. Koehn Award to Commander Christopher Vicino, Pasadena Police Department, as the most inspirational member of the class. The Dorothy Harris Award for Excellence was presented to Lieutenant Gus Arroyo, Fremont Police Department, for the outstanding class project. Lieutenant Arroyo completed a study on the future impact of video monitoring technology on field operations.

The class voted Dr. Stephen Vicchio as the outstanding faculty member. This is the fourth class that has honored Dr. Vicchio with this award; he is typical of the caliber of faculty who instruct in the Command College. POST also recognized the Quails Inn as the “home of the Law Enforcement Command College” from 1992-2002. This was the last session held in San Marcos. The program moved to Oxnard with the start of Class 35 in December 2001.

For more information

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Basic Academies Reviewed

As part of POST’s course certification process, the 39 presenters of the Regular Basic Course are audited every three years. To guide staff and academies on the conduct of these reviews, POST has developed a manual for the Basic Course Certification Review.

Academies scheduled for review are contacted to discuss the timing of the review. The academy is asked to prepare a self-assessment report detailing the operation of the

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Basic Academies... *continued*

academy and steps it takes to comply with POST regulations and recommendations. This self-assessment report is due at POST 30 days prior to the scheduled review date. The academy also identifies an academy director from another academy and a member of the advisory committee to serve with POST staff as the Certification Review Team. The review usually takes two days and covers program administration, course quality and delivery, facilities and equipment, and safety issues. The final report offers recommendations for areas that need improvement for program delivery and highlights areas that are exemplary.

For more information

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POST Updating Psychological Screening

Pre-employment psychological screening is a critical step in ensuring that officers are “free from any emotional or mental condition which might adversely affect the exercise of the powers of a peace officer” and is required by the California Government Code 1031(f). POST provides the *Psychological Screening Manual* to assist agencies in pre-employment psychological screening. These guidelines are currently undergoing a major revision to:

- Incorporate changes in legal requirements, psychological assessment, and the law enforcement profession
- Enhance the consistency and accountability in the manner in which pre-employment psychological screening is conducted statewide
- Better define the respective, collaborative roles of *all* involved in the hiring process as it relates to psychological screening
- Provide more explicit, job-related links between the psychological screening process and the psychological job demands and requirements.

The revised manual will also include guidance on the selection and training of screening psychologists, psychological job requirements and essential traits, examination protocols, selection and use of written tests, interview protocols, and personal history information.

For more information

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Management Course Guides Being Developed

The Center for Leadership Development continues to develop instructor guides for the Management Course, with a goal to promote greater standardization among the six presenters. Some content requirements are being established for each course topic, while continuing to allow for instructor flexibility and creativity. The guides produced thus far are: 1) *Fiscal Management: Budgeting*, 2) *Community Oriented Policing and Problem*

Solving, 3) Leadership, 4) Media Relations, 5) Personnel Issues, 6) Risk Management, and 7) Strategic Planning. The two topics scheduled for development this year are Role of the Lieutenant and Critical Incident Management.

For more information

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**Welcome New
POST Agencies**

At its January 2003 meeting, the POST Commission welcomed these new members to the POST Program, bringing the member total to 623 participating California law enforcement agencies:

POST Non-Reimbursable Program:

Department of Justice, Division of Gambling Control investigators
Kings County Human Services Agency, Welfare Fraud Bureau investigators
Santa Clara County District Attorney's Office, Welfare Fraud Bureau investigators
Kern County Department of Parks & Recreation Police Department

POST Reimbursable Program:

Saddleback Community College District Police Department

**POSTScripts
Schedule
Changed**

This *POSTScripts* newsletter was first printed in late 1960 as a column in "California Peace Officer." The column ran through Spring 1965; POST began a newsletter version of the same column in December 1964.

The frequency of issues has varied over the years. This newsletter has been produced as a bimonthly publication since July 1998, but was produced on a quarterly basis for almost 25 years, or most of its existence. With this issue, the production of the *POSTScripts* newsletter is changing back to a quarterly schedule. This change will significantly reduce printing, mailing and staff services costs for the newsletter by one-third, saving POST more than \$7,000 in printing and postage costs.

POST is exploring several options to increase the availability of information about current issues and developments in California law enforcement training and hiring. Some options include offering *POSTScripts* as a web-based publication only, or continuing the paper version and also placing a copy on the POST website. Whatever the outcome, all newsletter issues printed to date are being added to the online Library database, including its 1960 beginnings as a column in the "California Peace Officer."

For more information

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Commission Meeting Dates

Date	Location
April 23, 2003	Monterey, Beach Resort Hotel
July 17, 2003	San Diego, Double Tree Club Hotel
October 16, 2003	San Jose, Crowne Plaza Hotel

www.post.ca.gov

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